

Policy Guidelines 09 - Walk Management Policy

Introduction

U3A Hepburn Shire Inc. conducts two bushwalks of varying length and difficulty each Friday morning, weather permitting.

Purpose

To detail the manner in which these walks are regulated and the responsibilities of participants and leaders.

Policy

1. Regular participants in our walks need to be financial members of U3A Hepburn Shire Inc.
2. Visiting or casual walkers are welcome but are required to contribute a gold coin.
3. All walkers are required to complete an “Acknowledgement of Risks” form when they make their annual enrolment.
4. Visiting and/or casual walkers are required to complete an “Acknowledgement of Risks” form before they commence any walk.
5. All walks are to have both a leader and a whip.
6. Walk leaders are responsible for;
 - a. safely guiding a group of walkers on a pre-determined series of tracks and or roads.
 - b. Establishing and maintaining a walking pace appropriate for the group and the terrain.
7. Walk leaders are to pre-walk all walks in order to:
 - a. Identify any potential risks such as flooding, closed tracks, trees down etc.
 - b. Ensure familiarity with the walk.
8. Walk leaders will stop for rest breaks on a needs basis depending on the weather and topography. A 10-15 minute break will always be taken approximately half way through each walk.

9. Walk leaders and whips are to wear coloured fluoro vests for identification.
10. The walk leader (or convenor) is to carry a whistle and compass at all times.
11. Whips are responsible for:
 - a. Observing/assisting any walkers in apparent difficulty.
 - b. Ensuring walkers don't fall behind the main group.
 - c. Communicating any difficulties with the walk leader.
12. The walk leader and whip are responsible for regularly checking numbers during the walk.
13. Walkers should:
 - a. Stay with the group and not wander off,
 - b. Never exceed the forward position of the leader.
14. All walkers are to carry water and food and to wear appropriate clothing and footwear.
15. The convenor will check the weather forecast prior to each Friday's walks and advise all walkers accordingly. It may be necessary to recommend that extra water or maybe wet weather gear be carried. It may also be necessary to cancel or change walks in accordance with the Bushfire/Extreme Weather Policy.
16. All walks are to be rated according to their degree of difficulty.
17. The convenor may exclude anyone from commencing a walk on the grounds of inappropriate dress or concerns about inadequate physical fitness.
18. The convenor or the walk leader will complete an attendance roll for each walk.
19. A first aid kit is to be carried by the walk leader (or convenor) on all walks.

Note: All walk leaders are volunteers and receive no formal training in their role and hence leadership and bushcraft skills will vary. Whilst some leaders and walkers may have first aid/nursing/medical training, no specific first aid training is provided.



Authorisation

This Policy was adopted by the Committee of Management of U3A Hepburn Shire on 4 March 2019 and duly recorded in the minutes.

This policy will be published by the Committee of Management of U3A Hepburn Shire on its website within 4 weeks of the date of this authorisation.

Related Policies

Bushfires/Extreme Weather

Risk Management